
FOR THE YEAR 2011
BOARD OF SUPERVISOR'S MINUTE BOOK
CHEROKEE COUNTY, IOWA
MARCH 29, 2011

The Cherokee County Board of Supervisors met in regular session on Tuesday, March 29, 2011 with Larry Prunty, Dean Schmidt, Jeff Simonsen, Mark Leeds, and Terry Graybill present. Mike Leckband, *Chronicle Times*, represented the press. Unless otherwise indicated, all votes were offered as follows: Ayes - Schmidt, Graybill, Prunty, Leeds, Simonsen; Nays – none; Abstentions – none.

Motion by Leeds, seconded by Schmidt to approve the agenda and minutes of the previous meeting. Motion carried.

Kristi Petersen, Human Resources Director, presented changes to the wording of the personnel policy to address smoking and tobacco use. Petersen reported that several qualified applications have been received for the new GIS/IT position with advertising continuing for another week. The process of hiring a new Conservation Department employee was questioned by Ginger Walker and Petersen.

Walker quoted Iowa Code section stating it is the sole authority of the County Conservation Director to hire employees with the County Supervisors having no involvement other than to put the employee on the payroll. Schmidt asked if the Conservation Board approved a new employee. Walker stated that the Conservation Board approved hiring of a new employee through the budget process but gave total authority to her to select the person. Past practice has been for the Conservation Board to sign a wage authorization for a new employee after completion of a pre employment physical and then the County Board of Supervisors approved the authorization during a public meeting as a means of public record and notification. Walker informed the supervisors that she had offered a position to an applicant and she would find the Conservation Board President to have him sign the approval form. Schmidt expressed concern that the hiring process was not going through open meetings and was not included on the Conservation Board's agenda or being discussed and approved in a public meeting. Walker maintained that the only concern of the county was to put the employee on the payroll under her direction. The County Supervisors will maintain their practice of approving new hires during their regular meetings as a means of permanent record.

Motion by Graybill, seconded by Prunty to authorize three (3) changes of wording in the Cherokee County Personnel Policy to address compliance with The Smokefree Air Act as follows:

Change #1: "Tobacco-Free Environment Section" page 9 - delete the following statement:

"Smoking is allowed only in designated areas."

Change #2: "Operation of County Vehicles Section" page 27 - include the following statement:

13. *"Smoking or use of tobacco in any County owned, leased, or provided vehicle is strictly prohibited."*

Change #3: "Class 1 – Working Rules Section #11" page 37 - delete the current text:

"Smoking in NO SMOKING areas" and replace with the following:

"Smoking or use of tobacco in violation of the County's 'Tobacco Free Environment Policy'".

This policy clarification and change is effective immediately. Motion carried.

Dave Shanahan, County Engineer, presented three (3) underground utility permits for consideration.

Motion by Graybill, seconded by Schmidt to approve three (3) underground permits for Cherokee Rural Water in Section 31 of Diamond Township, between Sections 10 & 11 of Grand Meadow Township, and between Sections 22 & 23 of Amherst Township. Motion carried.

There being no further business, Chairman Simonsen adjourned the meeting at 10:34 a.m.

All board agendas and minutes are available online at www.cherokeecountyiowa.com.

Attest: _____

Jeff Simonsen, Chairman

Kris Glienke, County Auditor